

BT



# EMPLOYEE BULLETIN

EB No. 681

14 August 1978

## PRESIDENTIAL VISIT TO CIA HEADQUARTERS

1. President Carter will visit the Headquarters Building on Wednesday, 16 August 1978, arriving at approximately 2:00 p.m. and departing at about 3:00 p.m. He will arrive by motorcade at the front entrance where he will be greeted by the Director and senior Agency officers. The President will speak from the front steps to Agency employees assembled on the lawn in front of the building. There will be full press coverage.

2. After his remarks, the President will proceed via corridor 1D to Room 1A07 for briefings which are expected to last for about 40 minutes. He will then return by the same route and depart from the main entrance.

3. Employees are invited to assemble in front of the building by 1:30 p.m. In case of inclement weather they should assemble in the main lobby. The presence of members of the press will make it impossible for some employees, because of cover considerations, to join their colleagues in front of the building. Speakers will be set up to bring the President's remarks into the main first floor corridor for those who cannot be outside. Employees are also invited to assemble in designated areas in corridor 1D to greet the President as he proceeds to and from Room 1A07.

DISTRIBUTION: ALL EMPLOYEES